

2017/2018 JUDICIAL CLERKSHIP JOB POSTING

POSITIONS AVAILABLE: **Two Judicial Clerkships in the Civil Division**

EMPLOYER: **ALLEN SUPERIOR COURT**

ADDRESS: Room 208 Allen County Courthouse
715 S. Calhoun Street
Fort Wayne, Indiana 46802

Contact Person: John McGauley john.mcgale@allensuperiorcourt.us
Phone: 260-449-7587
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**Resumes accepted from 3L students - please include Transcript,
Writing Sample, and References**

Applications should be submitted no later than September 30, 2016

Fact Sheet

The following contains general information concerning the judicial clerkship position with the Allen Superior Court.

- Term of Appointment: (July 31, 2017 – August 10, 2018)
- Salary: (2017) \$1738.35 bi-weekly
- The clerkships will be for the following judges of the Civil Division; each law clerk would work for two judges as follows:
 - Judge David J. Avery and Judge Stanley A. Levine
 - Judge Nancy Eshcoff Boyer and Judge Craig J. Bobay
- Orientation Week:

Successful applicants shall report to work on Monday, July 31, 2017 in order that he/she may spend a week with the incumbent clerk for the purpose of orientation.
- Work Day:

The Allen Superior Court is open to the public from 8:00 a.m. until 12:00 noon and from 1:00 p.m. until 4:30 p.m. daily. All employees are expected to promptly observe starting times. The requirements of the position may necessitate the law clerk to work beyond the normal public business hours.
- Benefits:

Medical Insurance - Allen County offers optional plans for group medical insurance.

Paid Holidays – According to the schedule that is approved by the Allen Superior Court Board of Judges.

Ten additional days off (for vacation, illness, interviews, etc.) during term of appointment.